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20 June 1958

MEMORANDUM FOR: Deputy Director/Support

SUBJECT : Supervision of CIA Printing and Reproduction

1. During the February 1958 IG Survey of the Office of Basic Intelligence, it came to attention that there may be need for a CIA "Printing Officer" along the lines of the Government Printer. This officer would control the operation and economy of all the printing done within the Agency, and should be an eminently well qualified expert on printing and printing operations.

2. At present the Agency runs three printing plants, two reproduction plants, two photo laboratories, and there are various smaller printing or reproduction operations being maintained within different CIA elements. The instigators of the various CIA printing jobs describe and decide upon the form, style, embellishment, and deadlines of the jobs concerned. There are experts in the printing field now, but there is no one officer who can decide what may be considered needlessly elaborate or uneconomical in the various styles, forms and embellishments used, who can check on and prescribe the most effective and economical use of CIA printing facilities, and who can establish priorities within Agency needs and sound printing practice.

3. The Government Printer has established a concise set of rules governing these things, to which exception can be made if necessary by obtaining special dispensation, but the Agency is not under that jurisdiction.

4. It is recognized that much of the Agency printing, such as the National Intelligence Surveys, National Intelligence Estimates, maps, etc., has certain special requirements; and the purpose of an Agency printing officer would not be to stultify but it would be to make certain that all possible economy is being observed within the requisites of all printing jobs, and in the over-all printing operations of the Agency. As an example, it may even be that some additional money should be spent to achieve greater efficiency and eventual economy, such as increasing the printing force to avoid overtime, or the consolidation of certain smaller operations by the addition of modern machinery, etc.

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5. At present the Agency printing is produced as requested, and there is no one officer in a position to decide whether the work could be done at less cost and still fulfill the needs of the utilizers thereof. If such an officer were appointed, he would be the deciding factor in all questions of Agency printing and/or reproduction operations.

6. It is recommended that this question be looked into and a reply made to this office at your early convenience.

/s/ Lyman Kirkpatrick

Lyman B. Kirkpatrick
Inspector General

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